

**MINUTES OF A REGULAR MEETING OF THE  
TORRANCE PARKS AND RECREATION COMMISSION**

**1. CALL TO ORDER**

The Torrance Parks and Recreation Commission convened in a regular session at 7:00 p.m. on Wednesday, February 9, 2011, in the West Annex meeting room at Torrance City Hall.

**2. ROLL CALL**

Present: Commissioners Baxter, Hays, Ning, and  
Chairperson Gilbert.

Absent: Commissioners Greenberg, Mayeda, and Taniguchi.

Also Present: Community Services Director Jones,  
Senior Business Manager Minter,  
Recreation Services Manager Brunette, and  
Park Services Manager Carson.

**MOTION:** Commissioner Baxter moved to grant Commissioner Ning an excused absence for the January 12, 2011 Commission meeting. Commissioner Hays seconded the motion; a voice vote reflected unanimous approval.

**MOTION:** Commissioner Hays moved to grant Commissioners Greenberg, Mayeda, and Taniguchi excused absences for the February 9, 2011 Commission meeting. Commissioner Ning seconded the motion; a voice vote reflected unanimous approval.

**3. FLAG SALUTE**

Former Parks and Recreation Commissioner Robbins led the Pledge of Allegiance.

**4. AFFIDAVIT OF POSTING**

**MOTION:** Commissioner Ning moved to accept and file the report of the City Clerk on the posting of the agenda for this meeting. Commissioner Hays seconded the motion; a voice vote reflected unanimous approval.

**5. APPROVAL OF MINUTES**

**5A. MINUTES OF JANUARY 12, 2011**

**MOTION:** Commissioner Hays moved for the approval of the January 12, 2011 Commission meeting minutes as submitted. Commissioner Baxter seconded the motion; a voice vote reflected unanimous approval (absent Commissioners Greenberg, Mayeda, and Taniguchi).

**6. ORAL COMMUNICATIONS #1**

Craig Kessler, Southern California Golf Association, Studio City, recalled that on November 10, 2010 the Commission moved to concur with the 2010-2011 New Fee Proposal for Sea Aire Golf Course except for the Senior Non-Prime Time fee that will be \$4. He stated that the item has not been to City Council yet and urged Commissioners to make sure that their recommendation is at least considered in a timely manner.

Community Services Director Jones stated that the Finance Department has given the go-ahead for staff to bring the item forward to City Council on March 1, 2011. He noted that the difference in revenue would need to be addressed in the City's upcoming budget process.

Torrance Youth Council members Jason Kim from Torrance High School, Tony Joo and Matthew Yu from South High School, and Diana Im from CAMS introduced themselves.

**8. NEW BUSINESS**

**8A. APPROVE RETIREMENT RESOLUTION FOR COMMISSIONER STEPHEN ROBBINS**

This item was taken out of order.

Community Services Director Jones recommended that the Commission approve and sign the Retirement Resolution for Commissioner Stephen Robbins who retired from the Parks and Recreation Commission effective January 31, 2011.

**MOTION:** Commissioner Ning moved to approve the Retirement Resolution for Parks and Recreation Commissioner Stephen Robbins. Commissioner Baxter seconded the motion; a voice vote reflected unanimous approval (absent Commissioners Greenberg, Mayeda, and Taniguchi).

Commissioners and staff took turns expressing their appreciation to Commissioner Robbins for his ten years of service on the Parks and Recreation Commission and wished him well on his appointment to the Environmental Quality and Energy Conservation Commission.

Commissioner Robbins thanked staff and Commissioners for their friendship and support, calling attention to Commissioner Taniguchi who encouraged him to be on the Commission ten years ago. He stated that it has been a great experience to be on a Commission and to work with staff members who work together to move forward.

**7. OLD BUSINESS**

**7A. ALTA LOMA PARK BUILDING UPDATE**

Senior Business Manager Minter provided a slide presentation on the current status of the remodel of the existing building at Alta Loma Park. He showed photographs of interior and exterior modifications, noting that the foundation and concrete footings have been poured. He was pleased to report that the project is ahead of schedule, with a grand re-opening expected in May 2011.

**7B. DISCUSSION OF THE SEASIDE HEROES PARK MEMORIAL WALL AND THE INCLUSION OF ADDITIONAL NAMES**

Senior Business Manager Minter expressed appreciation to Commissioners for attending the January 22, 2011 dedication ceremony at Seaside Heroes Park. He stated that other names have been brought forward for soldiers who lived in the south Torrance area who were also killed at war. He noted that City Council has directed staff to determine criteria in the event that any current or future soldiers lose their lives and recommended that the item be deferred to a subcommittee to develop 1) Criteria for names to be included on the Memorial Wall; 2) An application and review process; and 3) A location/method of including additional names on the Wall.

Commissioner Ning stated that he visited the Park on February 8, 2011 and concurred that the possibility of adding names to the Memorial Wall needs to be addressed.

**MOTION:** Commissioner Baxter moved to defer the item to the Facilities Committee. Commissioner Hays seconded the motion; a voice vote reflected unanimous approval (absent Commissioners Greenberg, Mayeda, and Taniguchi).

It was noted that a Commissioner would be appointed to fill the vacancy on the Facilities Committee at the March 9, 2011 Commission meeting. Current members are Commissioners Baxter and Mayeda.

**9. STANDING COMMITTEE UPDATES**

**9A. FACILITIES COMMITTEE**

Has not met.

**9B. GRANTS COMMITTEE**

Chairperson Gilbert noted that the Commission's recommendation for approval of 2010-2011 grant funding for non-profit social services agencies was approved by City Council on January 25, 2011.

**9C. OPEN SPACE COMMITTEE**

Community Services Director Jones informed Commissioners that the No Smoking in Parks ordinance would be considered by City Council on February 15, 2011.

**9D. PROGRAMS COMMITTEE**

Has not met.

**10. MONTHLY DEPARTMENT ACTIVITY**

**10A. ADMINISTRATIVE SERVICES DIVISION**

Senior Business Manager Minter noted that the Administrative Services Division Report for January 2011 was included in agenda packets. He reported that the Spring 2011 Torrance Seasons guide was recently mailed out and called attention to the back cover that recognizes ExxonMobil and Providence Little Company of Mary Medical Center for their generous support of homework help programs.

**10B. PARK SERVICES DIVISION**

Park Services Manager Carson noted that the Park Services Division Report for January 2011 was included in agenda materials. He reported that picnic tables would be delivered and installed at Columbia Park on February 10, 2011 and that the roofing is almost completed, with project completion expected by early March 2011. He provided a brief update on the turf management plan, the park tree management plan, and the Wilson Park pond maintenance manual.

**10C. RECREATION SERVICES DIVISION**

Recreation Services Manager Brunette noted that the Recreation Services Division Report for January 2011 was included in agenda packets.

**11. ORAL COMMUNICATIONS FROM THE PUBLIC #2**

**11A.** Commissioner Ning thanked Commissioners and staff for extending their well wishes during his recent illness and stated that he appreciates the spirit of teamwork that exists in the City.

**11B.** Commissioners and staff discussed the Seaside Heroes Park dedication ceremony that had a remarkably large turnout estimated at 500 to 2,500 attendees.

In response to Commissioner Ning's inquiry, Community Services Director Jones explained that the fenced public land across the street from the Park is a storm drain area managed by Public Works Department.

**11C.** Chairperson Gilbert encouraged Commissioners to see Torrance Theatre Company's production of "Over the River and Through the Woods" in downtown Torrance.

**12. ADJOURNMENT**

**MOTION:** At 7:49 p.m., Commissioner Hays moved to adjourn the meeting to March 9, 2011 at 7:00 p.m. in the West Annex meeting room. Commissioner Ning seconded the motion and, hearing no objection, Chairperson Gilbert so ordered.

Approved as Submitted March 9, 2011 s/ Sue Herbers, City Clerk
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